

Federal Acquisition Regulation

53.301-44

53.301-44 Standard Form 44, Purchase Order—Invoice—Voucher.

U.S. GOVERNMENT

PURCHASE ORDER—INVOICE—VOUCHER

Anyone who finds this booklet, please notify:

OFFICE:

TELEPHONE NUMBER:

NSN 7540-01-152-8068
PREVIOUS EDITION USABLE
44-108

STANDARD FORM 44 (Rev. 10-83)
PRESCRIBED BY GSA,
FAR (48 CFR) 53.213(c)

48 CFR Ch. 1 (10-1-10 Edition)

U.S. GOVERNMENT

PURCHASE ORDER—INVOICE—VOUCHER

DATE OF ORDER	ORDER NO.
PRINT NAME AND ADDRESS OF SELLER (<i>Number, Street, City, and State</i>)*	
P A Y E	
FURNISH SUPPLIES OR SERVICES TO (<i>Name and address</i>)*	

[illegible]

AGENCY NAME AND BILLING ADDRESS* PAY TO	TOTAL
	DISCOUNT TERMS
	%
	DATE INVOICE RECEIVED

ORDERED BY (Signature and title)



PURCHASER—To sign below for over-the-counter delivery of items

RECEIVED BY _____

TITLE	DATE
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☐ PAYMENT RECEIVED \$..... ☐ PAYMENT REQUESTED \$.....

NO FURTHER INVOICE NEED BE SUBMITTED	
SELLER	DATE

BY _____ (Signature)			
I certify that this account is correct and proper for payment in the amount of _____		DIFFERENCES	

\$	ACCOUNT VERIFIED:	
	CORRECT FOR	

PAID BY ☐ CASH ☐ DATE PAID _____ VOUCHER NO. _____

OR
(Check No.)

¹ PLEASE INCLUDE 1. SELLER'S INVOICE STANDARD FORM 44a (Rev. 10-

PLEASE INCLUDE ZIP CODE **1. SELLER'S INVOICE** **STANDARD FORM 44a (Rev. 10-83)**
(See Instructions on Copy 2) **PRESCRIBED BY GSA,**
FAR (48 CFR) 53.213(c)

53.301-44

U.S. GOVERNMENT	
PURCHASE ORDER—INVOICE—VOUCHER	
DATE OF ORDER	ORDER NO.
PRINT NAME AND ADDRESS OF SELLER (Number, Street, City, and State)*	
FURNISH SUPPLIES OR SERVICES TO (Name and address)*	

[illegible]

PURCHASER — <i>To sign below for over-the-counter delivery of items</i>	
RECEIVED BY _____	
TITLE _____	DATE _____
SELLER — <i>Please read instructions on Copy 2</i>	
<input type="checkbox"/> PAYMENT RECEIVED \$	<input type="checkbox"/> PAYMENT REQUESTED \$
NO FURTHER INVOICE NEED BE SUBMITTED	
SELLER _____ BY _____ (Signature)	DATE _____

INSTRUCTIONS TO SELLER

If you would rather submit your own invoice, DO NOT SIGN COPY 1, but attach it unsigned to your invoice to expedite verification and processing for payment.

2. SELLER'S COPY OF ORDER

STANDARD FORM 44b (Rev. 10-83)
PRESCRIBED BY GSA
FAR (48 CFR) 53.213(c)

U.S. GOVERNMENT	
PURCHASE ORDER—INVOICE—VOUCHER	
DATE OF ORDER	ORDER NO.
PRINT NAME AND ADDRESS OF SELLER (Number, Street, City, and State)*	
P A Y E	
FURNISH SUPPLIES OR SERVICES TO (Name and address)*	

[illegible]

PURCHASER— <i>To sign below for over-the-counter delivery of items</i>	
RECEIVED BY _____	
TITLE _____	DATE _____
SELLER— <i>Please read instructions on Copy 2</i>	
<input type="checkbox"/> PAYMENT RECEIVED \$	<input type="checkbox"/> PAYMENT REQUESTED \$
NO FURTHER INVOICE NEED BE SUBMITTED	
SELLER _____ BY _____ <div style="margin-left: 100px;">(Signature)</div>	DATE _____

DIFFERENCES	
ACCOUNT VERIFIED	
CORRECT FOR	
BY	

3. RECEIVING REPORT— ACCOUNTING COPY

STANDARD FORM 44c (Rev. 10-83)
 PRESCRIBED BY GSA
 FAR (48 CFR) 53.213(c)

[illegible][illegible]